

Appendix A3
New Jersey Smallpox Preparedness (Stage I) Vaccination Plan Timeline
DRAFT, December 9, 2002

	Activity	Responsibility	Time Frame
	Provide information session to LINCS agencies	NJDHSS, OLH	12/5
	Attend CDC Smallpox Preparedness Training Network satellite broadcast	NJDHSS, Hospitals, LINCS agencies, NJHA	12/5, 12/6
	Letter from NJDHSS Commissioner to hospital CEOs	NJDHSS, NJHA	12/6
	Provide information session to hospital administrative staff	NJDHSS, NJHA, APIC	12/18
	Identify pool of targeted healthcare workers for 85 HHCRTs	Hospitals	12/20
	Identify pool of targeted public health workers for 5 PHRTs	NJDHSS, LHDs, LINCS agencies	12/20
	Invite targeted healthcare workers to educational sessions	Hospitals	12/23
	Train-the trainer education to provide hospital and LHD education (2/agency to attend training session)	NJDHSS, NJHA, APIC. LINCS agencies	1/10
	Hospital education sessions for potential volunteers	Hospitals by trained personnel	1/13-1/17
	Public health education sessions for potential volunteers	LINCS agencies by trained personnel, NJDHSS	1/13-1/17
	Develop list of interested volunteers after education session	Hospitals by trained personnel, NJDHSS, LINCS agencies	1/20-1/24
	Conduct individual pre-vaccination screening of interested volunteers	Hospitals by trained personnel; LINCS agencies	1/20-1/24
	Finalize list of potential volunteers for HHCRTs and clinic sites	Hospitals, LINCS agencies	1/24
	Complete preparation plans of the 5 vaccination clinic sites	LINCS agencies, NJDHSS	1/13-1/24
	Complete preparation plans of vaccination follow-up clinics in the 85 hospitals	Hospitals, NJDHSS, NJHA	1/13-1/24
	Finalize vaccination clinic dates	NJDHSS, LINCS, NJHA, Hospitals	1/17
	Hospitals to provide schedule of volunteers to vaccination clinic manager	Hospitals	1/29

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	Complete training of vaccinators and vaccination clinic staff;	NJDHSS, LINCS agencies	1/27-1/29
	Stage I vaccinations of PHRTs and vaccination clinic staff	NJDHSS, LINCS agencies	1/31
	Week 1-4: Conduct vaccination clinic	NJDHSS, Hospitals, LINCS	2/3-2/28
	Week 2-7: Conduct follow-up of vaccinees	Hospitals	2/14-3/21
	Post-vaccination evaluation	NJDHSS, Hospitals, LINCS	3/3-4/6

HHCRT= Hospital health Care Response Team

PHRT=Public Health Response Team